

CITY OF MILFORD  
SPECIAL MEETING  
MARCH 7, 2016  
MINUTES

A special meeting of the Mayor and Council of the City of Milford, Nebraska was held at the Webermeier Library Building in said City on the 7<sup>th</sup> day of March 2016 at 7:30 pm. Present were: Mayor Dean A. Bruha; Council members: Jeff Baker, Jeff Heckman, Dan Kral; Chief of Police Forrest Siebken, Maintenance Supt. Gary TeSelle and City Clerk Jeanne Hoggins. Absent: Council member Rick Fortune. Also present: Accountant Carmen Standley, Jonathan Jank, Josh Sexton, Patrick Kelley, Chris Anderson and Emily Hemphill with the press.

Notice of the meeting was given in advance thereof by posting in three public places; a designated method for giving notice, as shown by the Certificate of Posting attached to these minutes. Notice of the meeting was given to the Mayor and all members of the Council and a copy of their acknowledgement of receipt of notice and the agenda is attached to these minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

**CALL TO ORDER:** Mayor Dean Bruha called the meeting to order at 7:32 pm. and publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act is available for review and is posted on the east wall of the Webermeier Library Meeting Room.

**MINUTES:** A motion was made by Heckman and seconded by Kral to approve the minutes of the February 2, 2016 meeting. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune absent. Motion carried.

**PAYMENT OF BILLS:** A motion was made by Kral and seconded by Heckman that the following accounts payable bills in the amount of \$66,695.95; payroll in the amount of \$27,542.08 totaling \$94,238.03 approved by the Auditing Committee be approved for payment. Roll call vote: Kral yes, Heckman yes, Baker yes, Fortune absent. Motion carried.

**SALARIES:** \$27,542.08

**GENERAL FUND:**

60416	Christy Gray—Deposit Refund	26.08
60417	Carol Hultgrien—Deposit Refund	70.82
60418	Andrew Paulsen—Deposit Refund	60.20
60419	Mike Troyer—Deposit Refund	75.00
60420	Dario Vazquez—Deposit Refund	42.56

60455	David Jones—Overpayment on Account	29.19
60456	U.S. Postmaster—Postage for U/B	177.59
60475	Ameritas-Retirement	1434.25
60476	Kansas Payment Center—Child Support	177.23
60477	Union Bank—HSA	924.00
60478	Advanced Graphix Inc.—Permits for ATV/UTV/Golf	407.00
60479	Allied Surveying & Mapping—Easement @ Bus Barn	600.00
60480	Aramark—Pants & Rags	859.28
60481	Ashley Cameron—Website Maintenance	310.00
60482	AT&T—Library Long Distance	34.01
60483	ATCO International—Hand Spring-II	280.00
60484	Ben Rediger—Diesel Reimbursement	63.66
60485	Black Hills Energy—Service for January 2016	1413.64
60486	Blue River Transmissions—Water Pump/Hose replace	261.80
60487	Brett Kremer—Coaches-Youth B. Ball Clinic	153.96
60488	Canon Financial Services—Contract Charge	254.00
60489	Canon Solutions America—Maint. Base & Copies	130.86
60490	Petty Cash—Supplies, Food for Salad Bar & Stamps	22.66
60491	Concrete Works, Inc.—Snow Removal	1870.00
60492	Diversified Chemical—Snow N Ice Melt	799.23
60493	Eakes Office Solutions—P.O. Books, Office Chair	309.85
60494	Ed Roeher Safety Products—Training Equipment	169.89
60495	Farmers Cooperative-Gas/Diesel/Tires-GMC & Gator	2159.81
60496	Hawkins Inc.—Water Chemical	1366.28
60497	Jared Stauffer—Coaches-Youth B. Ball Clinic	136.00
60498	John Deere Financial—Tractor Weights	252.52
60499	Marvin E Jewell—Audit Services 2014-2015	11900.00
60500	Matheson Tri-Gas, Inc.—O2 & Air Bottle Rental	104.16
60501	Matt Friend Truck Equip.—Boss Plow Oil	30.00
60502	Meyer Automotive—2000 Little Dump Repairs	327.93
60503	Midwest Auto Parts—Socket, Hose End, Swivel, Tape	251.99
60504	Midwest Automotive—Repairs Unit 95	607.78
60505	Midwest Radar—3 Radar Certifications	120.00
60506	Milford Fire & Rescue-EMT Class, EMS Conference	1091.95
60507	NPPD—Service for January 2016	6617.15
60508	One Call Concepts—One Calls	7.89
60509	Pac-N-Save Milford—Food	122.09
60510	Pizza Kitchen—Birthday Meal	202.50
60511	Racom Corporation-Replacement Microphone Unit 3	31.50
60512	Rediger Automotive—Battery, Oil Change, System Ck	134.36
60513	Sapp Bros. Petroleum, Inc.—Fuel	1757.25

60514	Seward Co. Public Power Dist.—Wells 1 & 2	331.38
60515	Seward County Independent—Legals, Minutes, Notices	330.66
60516	Seward Electronic—Repeater Radios	239.84
60517	Seward Lumber—Paint At Shop	51.98
60518	Shell Fleet Plus—Fuel	227.70
60519	Shell Fleet Plus—Gas for Car	26.33
60520	Sunrise Country Manor—Meals for January	493.50
60521	TCA Outdoor Power--Snow Plow Repairs/Chev Dump	292.89
60522	Verizon Wireless—Cell Phones	99.10
60523	Verizon Wireless—Jet Packs	52.79
60524	Verizon Wireless-Building Inspector Line, Cellular Chg	135.56
60525	Waste Connections of NE—Trash Services	118.11
60526	Windsream—Service for January 2016	657.50
60527	Wolfe, Snowden, Hurd, & Luers—Legal Serv/January	1227.00
60528	Xpeditor Technology—Maint Agreement for RMS	575.00
60549	Amertias—Retirement	1434.25
60550	Kansas Payment Center—Child Support	177.23
60551	Union Bank—HSA Account	924.00
60552	Aflac—Disability, Cancer, Accident Supplement	380.83
60553	Dearborn National—Life Insurance	116.96
60554	Federated Health Ins.—March 2016 Health Ins.	7453.16
60555	Shell Fleet Plus—Fuel Expense	459.62
60556	U.S. Postmaster—First Class Presort Stamp	225.00
60557	Verizon Wireless—Well Control Monitor	40.01
60588	Baker & Taylor—Books	416.56
60589	Barco Municipal Products, Inc.—Snow Plow Blade	610.00
60590	Cash-Wa Distributing—Potatoes, Soup, Plates/Gloves	458.59
60591	Central States Lab—Triple Melt	2808.38
60592	DHHS—Annual Permit Fee X 2	80.00
60593	Digital Ally, Inc.—In Car Video Repair Unit #1	395.00
60594	George Matzen—Flags	58.96
60595	Grainger, Inc.—Light Timer	72.95
60596	Hawkins Inc.—1/4" Tubing	172.07
60597	Hydraulic Equipment Service—Blade Cyl 3x10	353.18
60598	Intoximeters, Inc.—Printer Ribbon Datamaster	42.35
60599	JEO Consulting Group, Inc.—Re-Zoning Assistance	586.50
60600	JR Welding—Welding Tips .035	7.00
60601	Lezlie Patton—Mail Box Repair	35.00
60602	Lincoln Patio & Awning—Fun Brella Repair	96.93
60603	Mid America Recycling—January Recycling	48.00
60604	Midwest Service & Sales Co.—Truck Chains & Plow	804.85

60605	Milford Plumbing Inc.—Sander Parts 2000 GMC	6.35
60606	Milford School Dist.—Parking Fines, Tobacco License	65.00
60607	Municipal Supply, Inc.—1” Water Meters	1868.18
60608	NE Public Health Env. Lab—Water Tests	504.00
60609	Neenah Foundry Co.—Manhole Ring & Frame	334.00
60610	Sentimental Productions—DVD’s	275.00
60611	Seward Co Public Power Dist.—Wells 4 & 5	285.20
60612	Seward County Independent—1yr Sub, M.T. & SCI	70.00
60613	Sirchie Products—Drug Testing Supplies	99.65
60614	Toofast Supply—Disposable Gloves	99.17
60615	Travis Fougeron—Reimbursement for Boots	150.00
60616	Tvrdy’s Lock & Key—Repair Ext. Basement Door	50.00
60617	Union Bank—Gary TeSelle Act. & Medicare Part D	446.66
60618	Walmart—Supplies, Food, TV, Cables, TV Mount	815.44
60619	Windstream Nebraska Inc.—February Services	684.12
60620	Zito Media—Cable	3.00

**REPORTS OF OFFICERS, BOARDS AND COMMITTEES:** Written reports received: Milford Housing Authority minutes for February 11, 2016; Milford Aging Services Committee minutes for January 26, 2016 and February 23, 2016; Website overview for February 2016; Building Inspector report for February 2016; Police Dept. activity reports for December 2015, January and February 2016. Heckman – In the process of advertising for lifeguards and managers for the 2016 pool season. Interviews will be held this month and he will have names to present for hire at the April meeting. Everything at the Library is going well. Kral – Fire Dept. report: January: 1 Fire call, 9 Rescue calls (8 in Milford, 1 in P.D.) February: No Fire calls, 19 Rescue calls (16 in Milford, 3 in P.D.). TeSelle – Dane with JEO contacted Gary regarding the well and getting approval for the site. He has had to resubmit the request. He is hoping to be at the next Council meeting. R.R. personnel will be available next month to discuss closing the crossing at Walnut Street. Cleaning allies at the Mayor’s request, trimming trees and spring clean-up. Siebken – Officer Barker hit a pole while backing out of the garage with the pickup. The fender may be tweaked, main damage to the bumper. Hull attended a Behavioral Threat Assessment training to assist with mental health issues. He is the first Officer to go thru this excellent training class. The other Officers will be attending but they only hold the class 1 time a year. Seward County Attorney will be assisting with \$5,000 to purchase of a new mobile data computer. The new cruiser should be here in the next 2 weeks. The City is looking to get restitution from a situation last fall regarding medical bills. J. Hoggins - Webermeier Scholarship Interviews are scheduled for March 22; The old website is finally down;

Closing on the Church property March 15, 2016; Worksheets have been provided to gather information on the Emergency I.D. badges; Final Trail Plan application was submitted March 4<sup>th</sup>, including letters of support from community members; Working on the C.I.P. documents to assist the NDED Leadership Certification application; Began updating the Employee Handbook utilizing Melanie at Wolfe, Snowden law firm. Ron Prochaska with Benesch was out today to do the asbestos inspection at 503 First St.; Kathi Schildt with AAM fulfilled her loan obligation with the City utilizing LB840 funds. SEMA will be closing Hwy 6 under the bridge from March 15 – 17 and Van Dorn will be closed starting March 21<sup>st</sup>. Baker – attended SCEDC meeting last Friday and a decision was made to dissolve the organization as the new Seward County Chamber & Development Partnership was created. Jonathan Jank started March 1st as the President and is in the process of hiring a Vice President and secretary/bookkeeper. A weekly newsletter will be going out from the Partnership. Webermeier Scholarship interviews scheduled for March 22nd and Baker will be assisting one more year. Sr. Center has created a steering committee to create ideas for improvements to the center and using the donated funds. They are interested in creating an exercise room in the basement and the group is working with the Legion regarding space. Trail Plan application has been submitted and Jeanne worked with JEO to complete the document.

**COMMUNICATIONS:** \*Sales tax received for the month of December 2015 in the amount of \$16,460.01. \*NPPD 4<sup>th</sup> Qtr Lease Rebate payment received in the amount of \$42,940.17. \*Thank you letter to the Police Dept. from Linden Village Director Glenda Maury. \*Heating and A/C Unit will be replaced at the Maintenance Shop. 5 different proposals were collected and Richters Inc. will provide the service at \$6,308.00.

**NEW BUSINESS:**

**Audit Report 2014-2015, Carmen Standley Marvin Jewell & Co.:** Carmen started by reading the firms opinion of the audit. The financial statements present fairly, in all material respects as of September 30, 2015 as well as the modified cash basis of accounting. A change in the audit that Carmen pointed out; now it is done on a modified cash basis, the schedule at the end is on an accrual basis. This presentation looks like the same basis as our budget. Carmen discussed several different pages of the report showing the difference between the cash reporting and the accrual reporting. She also brought to our attention the fund balances: restricted funds by dept., committed funds, assigned funds and unassigned funds. The City of Milford has an overall very healthy position. With no further questions on the financials she went over the required disclosures of the letters. The letters are available at the office of the City Clerk.

**Appointment:** A motion was made by Baker and seconded by Heckman to approve the Mayor's recommendation to reappoint Leonard Ratzlaff as the Linden Village Representative to the Housing Authority Board with a term of 12/1/15 thru 12/1/18. Roll call vote: Baker yes, Heckman yes, Fortune absent, Kral yes. Motion carried.

**Introduction and Adoption of Resolution – Sale of Surplus Property:** After much deliberation of how to separate the items for sale the Council took the following action:

The following resolution was introduced by Baker, who moved its adoption and seconded by Heckman.

RESOLUTION NO. 530

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF MILFORD, NEBRASKA:

That the following property is declared to be surplus property:  
Approximately 73 pallets of streets brick ranging from 200–300 per pallet at a value of \$.25 per brick.

The same shall be offered to the public on a first come, first serve basis by inquiring at the office of the City Clerk of Milford, NE. The sale price shall be \$.25 per brick.

Roll call vote: Baker yes, Heckman yes, Fortune absent, Kral yes. Motion carried.

Attest: \_\_\_\_\_  
Jeanne Hoggins, City Clerk

\_\_\_\_\_  
Dean A. Bruha, Mayor

(SEAL)

The following resolution was introduced by Kral, who moved its adoption and seconded by Heckman.

RESOLUTION NO. 531

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF MILFORD, NEBRASKA:

That the following property is declared to be surplus property:

Roller packer  
Sewer Rodder  
30 - 2" x 20' long Sprinkler Pipe and Trailer  
16 - 7' Pole mount Christmas Tree Decorations with lights  
Leco ULV Mosquito Fogger parts (Model HD)  
Weed eaters – assorted  
2 Ballfield Score Boards and Controls  
Mower parts for walk behind mower

Small Soccer Goals – 3’x 5’ (1 pair)

The property shall be sold to the highest bidder at the Bee Consignment Auction on March 25, 2016 and March 26, 2016 as authorized by Section 17-503.01 RRS.

A copy of this resolution shall be posted in three public places not less than 7 days prior to said sale.

Roll call vote as follows: Kral yes, Heckman yes, Baker yes, Fortune absent. Passed and approve this 7<sup>th</sup> day of March, 2016.

Attest: \_\_\_\_\_  
Jeanne Hoggins, City Clerk

\_\_\_\_\_  
Dean A. Bruha, Mayor

(SEAL)

The following resolution was introduced by Kral, who moved its adoption and seconded by Heckman.

RESOLUTION NO. 532

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF MILFORD, NEBRASKA:

That the following property is declared to be surplus property:

Crafco E-Z Pour 100 Propane Tar Melter/Applicator

and shall be offered for sale to the public by written sealed bids to be presented to the City Clerk at the City Offices, 505 1<sup>st</sup> Street, Milford, NE by March 31, 2016 at 3:00 pm. The amount of the highest bid shall be available to the public at the City Offices, and the item shall be sold to the highest bidder.

A copy of this resolution shall be posted in three public places not less than 7 days prior to closing bid date at the following places:

City Hall Office  
U.S. Post Office  
Farmers & Merchants Bank

The property shall be released to the highest bidder upon payment for the property purchased.

Roll call vote as follows: Kral yes, Heckman yes, Baker yes, Fortune absent. Passed and approve this 7<sup>th</sup> day of March, 2016.

Attest: \_\_\_\_\_  
Jeanne Hoggins, City Clerk

\_\_\_\_\_  
Dean A. Bruha, Mayor

(SEAL)

**Approve Firework Sales – Ka-Boomers Ent:** A motion was made by Heckman and seconded by Baker to approve the firework sales at 410 S. State Hwy 6 by Ka-Boomers Enterprises. Roll call vote: Heckman yes, Baker yes, Fortune absent, Kral yes. Motion carried.

**Discuss/Action – Windstream request to place buried communications facilities on public ROW in corporate limits:** After review of the document a motion was made by Baker and seconded by Heckman to approve the request to place buried communications facilities on the public right-of-way in the alley between C & D Streets and 1<sup>st</sup> & 2<sup>nd</sup> Streets. Roll call vote: Baker yes, Heckman yes, Fortune absent, Kral yes. Motion carried.

**Discuss Building Permit Fee Schedule – Kendall Hoggins:** No discussion held, Kendall home ill.

**Discuss/Action – Revise Zoning Map:** No discussion held, Kendall home ill.

**Discuss/Action – Introduction and Adoption of Resolution – Funding Agreement Transfer:** The council has already taken formal action to support the new Seward County Chamber & Development Partnership. This resolution will allow a transfer of the annual funding from the SCEDC to the SCCDP. Council member Heckman introduced the following resolution seconded by Baker.

CITY OF MILFORD, NEBRASKA  
RESOLUTION NO. 529

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MILFORD, NEBRASKA, APPROVING CERTAIN ECONOMIC DEVELOPMENT ACTIVITIES AND A TRANSFER OF THE CITY'S MEMBERSHIP IN AN ECONOMIC DEVELOPMENT ORGANIZATION.

WHEREAS, the City has been a member of Seward County Economic Development Corporation ("SCEDC") pursuant to the terms of a Membership Agreement with SCEDC; and

WHEREAS, pursuant to the Membership Agreement, the City has paid dues to SCEDC to help support its economic development related activities in Seward County; and

WHEREAS, the City has participated in discussions resulting in the creation of the Seward County Chamber & Development Partnership ("SCCDP"), a new Nebraska nonprofit corporation created to carry out economic development and other activities for the benefit of the residents of Seward County; and

WHEREAS, the Directors and Members of SCEDC have approved the winding down and dissolution of SCEDC and SCEDC is entering an arrangement with SCCDP whereby SCCDP

will accept members of SCEDC as members of SCCDP without the payment of additional dues for an initial period of time; and

WHEREAS, the Bylaws of SCCDP provide that the City is entitled to be an Anchor Member of SCCDP with the right to designate a person to serve on the Board of Directors of SCCDP; and

WHEREAS, the Council has determined that it is in the best interests of the City for the City to become an Anchor Member of SCCDP.

NOW, THEREFORE, be it resolved by Mayor and the Council that the City shall be an Anchor Member of SCCDP and the Mayor and Clerk of the City are authorized to take such actions and sign such documents as shall be necessary to confirm the City's membership in SCCDP and designate a person to serve as the City's representative on the Board of Directors of SCCDP.

Roll call vote: Heckman yes, Baker yes, Fortune absent, Kral yes.

Passed and approved this 7<sup>th</sup> day of March, 2016.

CITY OF MILFORD, NEBRASKA

ATTEST:

By: \_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

(SEAL)

**Closed Session – Real Estate:** A motion was made at 8:40 pm by Baker and seconded by Heckman to go into closed session for the purpose of discussing real estate. Mayor Bruha noted that a motion has been made and seconded to go into closed session for the purpose of discussing real estate. Roll call vote: Baker yes, Heckman yes, Fortune absent, Kral yes. Motion carried.

A motion was made by Baker and seconded by Heckman to return to regular session at 10:30 p.m. Roll call vote: Baker yes, Heckman yes, Fortune absent, Kral yes. Motion carried.

**ADJOURNMENT:** A motion was made by Heckman and seconded by Kral to adjourn the meeting. Roll call vote: Heckman yes, Kral yes, Baker yes, Fortune absent. Motion carried and meeting adjourned at 10:31pm.

\_\_\_\_\_  
Jeanne Hoggins, City Clerk

\_\_\_\_\_  
Dean A. Bruha, Mayor

CERTIFICATION

I, the undersigned, City Clerk of the City of Milford, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council on March 7, 2016 that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the office of the City Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes from which the foregoing proceedings have been extracted were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.

(SEAL)

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Jeanne Hoggins, City Clerk